

ROUT AND TRANSMITTAL SLIP		Date
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1.		
2.	5/28 - [] advised that	
3.	dinnerware set was on display	
4.	at Records Center. We decided	
5.	to leave it there. []	
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

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REMARKS

Other gift business: Admiral Turner received a 28 pc lacquerware silverware set & carved head of bird on handles...gift was less than \$100. and since the Exec Dining Room couldn't use it, I understand he requested it be stored at records center.

It can be released to him for his use or donation to any organization if he wishes. There's no reason it should be held in Agency custody. Would you ask him next time you talk with him?? I'd love to get it off the books.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, office symbol, room number, building, Agency/Post)	Room No.—Bldg.
	Phone N []

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